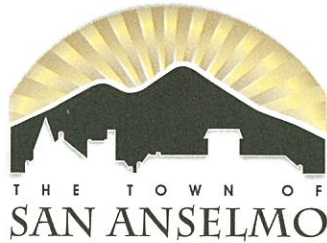


Peter Breen
Mayor

Judy House
Vice Mayor



Ford Greene
Councilmember

Ted Freeman
Councilmember

Barbara Thornton
Councilmember

525 San Anselmo Avenue, San Anselmo, CA 94960-2682
www.townofsananselmo.org
(415) 258-4600 | Fax (415) 459-2477

June 16, 2009

Department of Housing and Community Development
P. O. Box 952053
Sacramento, CA 94252-2053

Re: Annual Report : General Plan Status

Enclosed is our Annual Report for your files.

Sincerely,

A handwritten signature in dark ink, appearing to read "LWight", is written over the printed name.

Lisa Wight
Planning and Building Director

HOUSING POLICY
DEVELOPMENT, HCD

JUN 22 2009

**TOWN OF SAN ANSELMO
STAFF REPORT**

April 22, 2009

For the Meeting of April 28, 2009

TO: Town Council

FROM: Lisa Wight, Planning and Building Director

SUBJECT: Annual General Plan Status Report

RECOMMENDATION

Receive and file the attached report and authorize staff to forward a copy of the report to the California Department of Housing and Community Development.

DISCUSSION

The Town is required to file an annual report regarding the status of the General Plan per Section 65400 of the Public Resources Code. The primary reason is to track the progress of policy implementation, particularly with regard to housing programs.

San Anselmo's Housing Element was adopted in April, 2004, and implementation has been limited primarily due to staffing shortages. Attached is a report showing the progress to date along with the Housing Element implementation program summary.

Attachment: Annual Report

ANNUAL REPORT: 2008

GENERAL PLAN STATUS

With the exception of the Housing Element, San Anselmo's General Plan has remained relatively unchanged over the last several years with the character and goals of the community remaining relatively the same. Since the community is essentially "built out", incremental growth has not warranted changes in the General Plan Elements or implementation mechanisms with the exception of the Housing Element. A Safety Element is required by the State and due to the incremental changes in growth within and surrounding the community, staff recommends the following, subject to available resources: The Circulation Element and Noise Element should be reviewed and updated within the next few years; and all Elements should be reviewed annually for internal consistency, as well as consistency with State law.

Housing Element

The most recent update was adopted on April 13, 2004 and found in compliance with State law on May 7, 2004 by the California Department of Housing and Community Development. The attached report reflects the Town's progress in meeting its housing need and implementation of proposed programs within that element. The Town is currently working with other Marin County agencies to prepare a Marin County Housing Workbook, which is nearing completion. This Workbook is used for the preparation of the Town's updated Housing Element mandated by the State and due in 2009. The Town has recently contracted with a consultant to prepare the updated Housing Element and work will begin in April, 2009.

**TOWN OF SAN ANSELMO
ANNUAL PROGRESS REPORT ON IMPLEMENTATION
OF THE HOUSING ELEMENT PURSUANT TO
SECTION 65400 OF THE GOVERNMENT CODE**

October 1, 2007 to October 1, 2008

A. Progress in Meeting Regional Housing Need

1. Total number of new residential building permits issued/entitlements approved
 - a) New residential building permits issued (this does not include dwelling replacements)
 - 1) Five (5) single family detached: 135 Oak Avenue, 10 Foss Avenue
 - 2) One (1) second unit: 64 Tamalpais Avenue
 - b) New residential building permits issued to replace existing dwellings: 939 San Anselmo Avenue, 70 Scenic Avenue, 67 Tamalpais Avenue
 - c) New residential entitlements (planning approval) approved:
 - 1) Eight (8) single family dwellings: 53 Indian Rock Road, 135 Laurel Avenue, 40 Park Way, 50 Park Way, 939 San Anselmo Avenue, 79 Scenic Avenue, 194 Scenic Avenue, 62 Tamalpais Avenue, 67 Tamalpais Avenue, 23 Vine Avenue, 401 Redwood Road
 - 2) One (1) second unit: 44 Bolinas Avenue
2. Affordability of new/approved units
 - a) Five (5) single family detached above moderate income level: 135 Oak Avenue, 10 Foss Avenue, 939 San Anselmo Avenue, 70 Scenic Avenue, 67 Tamalpais Avenue
 - b) Two (2) second unit restricted to low income households by local ordinance at 80% or below median income: 64 Tamalpais Avenue, 44 Bolinas Avenue
3. Units added/approved by income category

2 low income
5 above moderate (3 of the 5 are replacement dwellings)

B. Effectiveness of Housing Element in Attainment of the Community's Housing Goals and Objectives

1. Status relative to implementation schedule for each program/actions taken

Status herein is limited to programs designated to be implemented through 2007. Ongoing actions continue per schedule.

- a) H1.D – Elimination of conversions of residential units to office or other non-residential units by amending Zoning Ordinance. Due to staff shortages, the Zoning Ordinance has not been amended. However, there also have not been such conversions of residential to

commercial. Developers are encouraged at pre-development conferences, in fact, to include residential units with their commercial developments.

b) H2.B - Review and Update Parking and Other Development Standards. Development standards were revised and adopted in 2005. Additionally, the Town Council held several hearings to make further revisions (later adopted in 2009) including parking standards relaxed for dwelling replacement in kind in terms of allowing parking in setbacks and in tandem, and allowing new garages in side and rear setbacks.

c) H2.D - Adopt Affordable Housing Overlay Zoning Designation - 2004. Due to staff reductions, the zoning amendment has not been implemented. To be reviewed in pending Housing Element 2009.

d) H2.E - Revise Inclusionary Housing Regulations. Ordinance has been drafted and scheduled for hearings to begin in May 2009.

e) H2.F – Staff worked with the Housing Authority: 1) to develop an MOU for future projects; and 2) management of the 2 moderate income apartments under construction at 1535 Sir Francis Drake Boulevard.

f) H2.G – Modify Second Dwelling Unit Development Standards and Permit Process. Completed 2004.

g) H2.H - Implement actions for primary housing sites. 9A, B, C and D Mariposa Avenue completed and occupied in 2006. Additional development not undertaken.

h) H3.E – 61 Woodland Avenue (10 seniors can share one home). Staff will work with the Housing Authority to review home sharing for persons to remain in their own home, particularly addressing the “need for single parent shared housing and determine whether there are constraints the Town could remove without adversely affecting single family neighborhoods.”

i) H3.F – To be undertaken during the Housing Element Workbook and Housing Element Update (2009).

j) H3.G – No action taken due to staffing shortages. Staff’s plan is to draft language for presentation to the Planning Commission and Town Council in 2009

k) H4.D – No complaints have been received about housing discrimination.

k) H4.E – Action is not scheduled, pending available resources.

l) H4.F – Action is not scheduled, pending available resources.

m) H4.I/J/K - Explore creation of a countywide housing assistance team (HAT) and County Affordable Housing Strategist and Countywide Housing Data Clearinghouse. Planning staff contacted County in 2004; have had no response.

n) H4.L - Prepare Information and Conduct Outreach on Housing Issues. No action taken due to staffing shortages.

2. Effectiveness of actions and outcomes

The adoption of Program H2.G has resulted in the approval of 13 second units within the last three years.

C. Progress Toward Mitigating Governmental Constraints Identified in the Housing Element

Zoning Ordinance amendments were adopted in 2005, resulting in the streamlining of minor additions. The Town Council adopted an ordinance on March 24, 2009 to further streamline minor additions. The Town Council has diligently held regular public hearings on the zoning amendments for 2 years.

Second Unit Ordinance amendments were adopted in 2004, resulting in 13 additional second units to date.

Mayor Breen commented on two planning issues: view ordinance and green ordinance. Bob Brown, Planning Director of San Rafael, is offering all cities/towns of Marin to join together to craft a single uniform green building ordinance.

Stutsman introduced Jeannie Courteau as the new minutes taker and Steve Myrter, the new Public Works Director. The Town has received several publications from Marin County regarding the swine flu. Information is available on our website. Lastly, the suspect for the Tamalpais Bank robbery was apprehended today with commendable effort by Officer Kevin McGoon and Reserve Officer Wayne Cooper. The suspect is also linked to two other robberies in this area.

1. CONSENT AGENDA: ITEMS ON THE CONSENT AGENDA MAY BE REMOVED AND DISCUSSED SEPARATELY. DISCUSSION MAY TAKE PLACE AT THE END OF THE AGENDA. OTHERWISE, ALL ITEMS MAY BE APPROVED WITH ONE ACTION:

- (a) Approve minutes of April 14, 2009.
- (b) Acknowledge and file warrant numbers 63010 - 63329 issued during the month of April 2009 in the amount of \$1,344,785.82.
- (c) Approve Revenue and Expenditure Report and Quarterly Treasurer's Report for the period ending March 31, 2009
- (d) Approve Recreation Revenue and Expenditure report for the period ending March 31, 2009.
- (e) Approve Emergency Projects Fund (flood related) Revenue and Expenditure report for the period ending March 31, 2008
- (f) Approve downtown event application for the summer 2009 season of Film Night in the Park.
- (g) Acknowledge and file report on the estimated cost to install four additional street lights on Greenfield Avenue between Lincoln Park and the hub intersection.
- (h) Acknowledge and file Annual General Plan Status Report and authorize staff to forward a copy of the report to the California Department of Housing and Community Development.

There was no public comment.

M/s, Thornton/Greene, to approve the consent agenda. Ayes: All.

2. APPROVE INCREASES TO THE MASTER FEE SCHEDULE:
(A) APPROVE RESOLUTION TO INCREASE ALL PARKING PENALTIES, FINES OR FORFEITURES BY \$5.

Police Captain Jim Providenza presented the report. Because the State of California increased their share of parking fines, staff suggests amending the fines. Providenza gave a brief background regarding series of mandates for fines, fees, etc. If we don't increase the ticket price, it will cost us to issue.

Thornton asked regarding payment for processing, if the money from San Anselmo goes to other agencies. Providenza responded that Marin Parking Authority contracts to outside vendors.

Thornton also asked if there was a relationship between fines and their costs, if there was a cost structure – i.e. different costs for different violations. Providenza advised that they were based on historical amounts, that at this time, we're not looking at that aspect but just to increase fees overall to compensate for the state increases.

Louise Matthews, Foothill Road stated that the State Courthouse construction fee surcharge was a surprise to many local agencies. She stated the ordinance was effective 1/2009, but the increase is not